

## HARTLEY HOEXTER

YANA Nonprofit Board Roundtable

### ***How High-Performing Boards Operate Efficiently and Effectively***

*June 10, 2015*

#### **OBJECTIVES OF THE WORKSHOP**

1. Learn key best practices in board governance
2. Obtain tools for improving board meetings and overall functioning of your board
3. Learn how to strengthen your board from within

#### **AGENDA**

- Opening
- Identifying Challenges
- Appreciative inquiry Interviews
- Review of Industry Best Practices and Data
- Action Planning
- Closing
- Next Roundtable

#### **TEN ROLES AND RESPONSIBILITIES OF THE BOARD**

1. Embody the vision, mission and values of the organization, ensure its continued relevance
2. Ensure legal and ethical integrity, bear ultimate fiduciary responsibility
3. Recruit and develop Board leadership, assess performance, ensure succession
4. Ensure effective organization planning
5. Ensure resources to carry out the mission **and inspire, by example, the highest level of commitment**
6. Approve budgets, ensure resources are managed effectively
7. Monitor and strengthen the organization's programs and services, ensure mission alignment
8. Advocate to enhance the organization's influence and public standing
9. Inspire and ratify major plans and policies, monitor conformance
10. Appoint, motivate and support the chief executive, assess performance

#### **FINANCIAL DUTIES**

- Adopt a realistic budget
- Ensure internal accounting systems
- Expect timely, accurate budget & financial reports
- Confirm tax & withholding filings
- Establish clear role for Board in finance & audit
- Ensure honesty, integrity in fundraising
- Confirm accounting for restricted funds

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### Not-for-profit Corporation Law

*No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation (except as otherwise provided by Internal Revenue Code Section 501(h), and the corporation shall not participate in, or intervene (including the publication or distributions of statements) any political campaign on behalf of or in opposition to any candidate, or participating in, or intervening in (including the publication or distribution of statements), any political campaign on behalf of any candidate for public office.*

## RESOURCES

### Advocacy

- [www.allianceforjustice.org](http://www.allianceforjustice.org) provides tools on the benefits of advocacy and how to get started
- [www.npcc.org](http://www.npcc.org) Nonprofit Coordinating Committee: represents 1200 nonprofits; education, advocacy

### Governance

- Board Self-Assessment Tools
  - [www.mckinsey.com](http://www.mckinsey.com): Dynamic Board Report:  
[http://nonprofit.haas.berkeley.edu/documents/McKinsey\\_Dynamic\\_Board\\_Report\\_w\\_Assessment\\_Grid.pdf](http://nonprofit.haas.berkeley.edu/documents/McKinsey_Dynamic_Board_Report_w_Assessment_Grid.pdf)
  - Survey of For- and Nonprofit Boards:  
[Self-Assessment www.mckinsey.com/insights/strategy/high-performing\\_boards\\_whats\\_on\\_their\\_agenda](http://www.mckinsey.com/insights/strategy/high-performing_boards_whats_on_their_agenda)
  - Independent Sector Statement of Values, Ethics Code, Accountability Checklist:  
[www.independentsector.org](http://www.independentsector.org)
  - AFP Ethics Code, Donor Bill of Rights, Hotline [www.afpnet.org](http://www.afpnet.org)
  - BBB Wise Giving Alliance [www.give.org](http://www.give.org)
  - Right from the Start [www.oag.state.ny.us](http://www.oag.state.ny.us)
  - Board Source [www.boardsource.org](http://www.boardsource.org)
    - The Source: 12 Principles of Governance that Power Exceptional Boards
    - Legal Responsibilities
    - Board Self-Assessment
  - Marts & Lundy Special Report - November 2013  
<http://martsandlundy.com/reports-commentaries/ml-special-reports/2013/11/new-york-board-giving-adding-facts-to-anecdotes>

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